

CLASS TITLE: SENIOR SCENE INVESTIGATOR

Class Code: 02720500

Pay Grade: 30A

EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To conduct medical-legal investigations and examinations of deaths reported to the Office of State Medical Examiners; to assist in determining the jurisdiction of the Office of State Medical Examiners over such cases; and to related work as required.

SUPERVISION RECEIVED: Works under the functional supervision of a Chief or Deputy Chief Medical Examiner who reviews work for satisfactory performance and conformance to existing standards.

SUPERVISION EXERCISED: Supervises Scene Investigator(s), technical employees and other staff as required.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To conduct medical-legal investigations of deaths reported to the Office of the State Medical Examiners; to assist in determining the jurisdiction of the Office of State Medical Examiners over such cases.

To receive evaluate initial reports of deaths to the Office of State Medical Examiners.

When appropriate, to investigate circumstances surrounding medical-legal deaths, including evidence and body examinations at scenes; to report such findings to the Chief Medical Examiner or one of his/her designates.

To obtain medical, police, occupational or other historical data on cases accepted for jurisdiction.

To obtain and record adequate information in order to produce the issuance of a complete certificate of death.

To compile official reports of investigations, findings and interpretations; to assist in body transportation of decedents to the State Morgue.

To perform various administrative and supervisory duties as assigned to the Chief Medical Examiner.

To perform the duties of a Medical Examiner Agent or Senior Agent when required by the Chief Medical Examiner or his/her designate.

To write and/or dictate investigative reports.

To coordinate the activities, and assign work and schedules of the Scene Investigator staff to ensure efficient and accurate performance of their duties.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the principles, practices and techniques required in the performance of medical-legal investigations; the ability to obtain and record the information needed for the adequate evaluation of deaths of medical-legal significance; the ability to communicate with police and other investigatory agencies; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing; and

Experience: Such as may have been gained through: substantial employment in a responsible position in the field of medical-legal death investigation, including examination of the scene of death.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: November 27, 1994

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